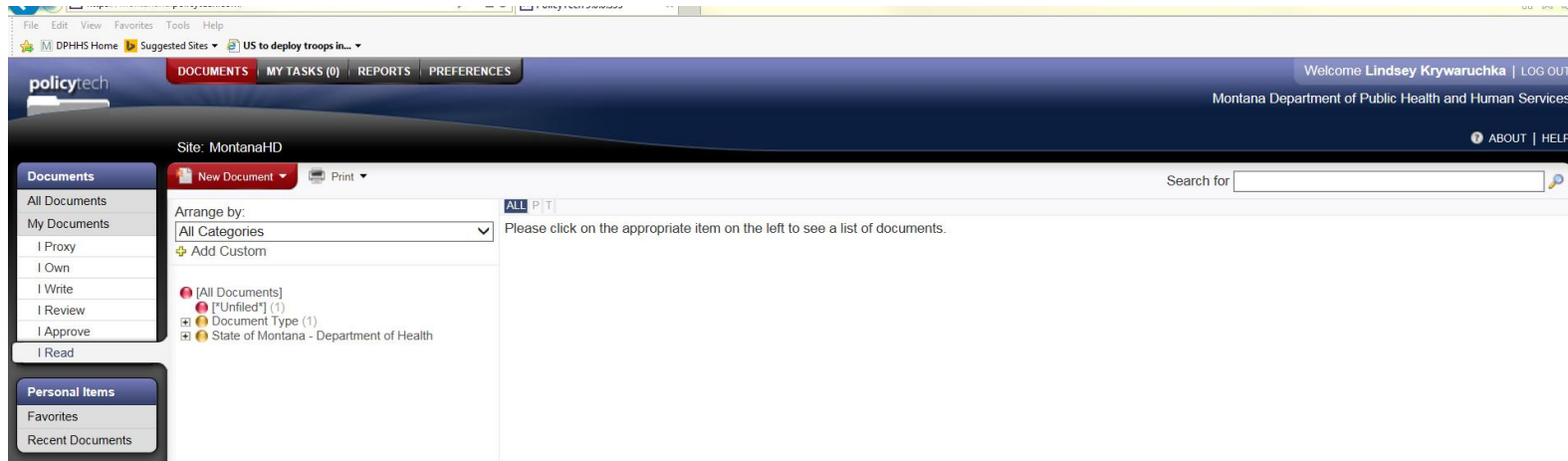
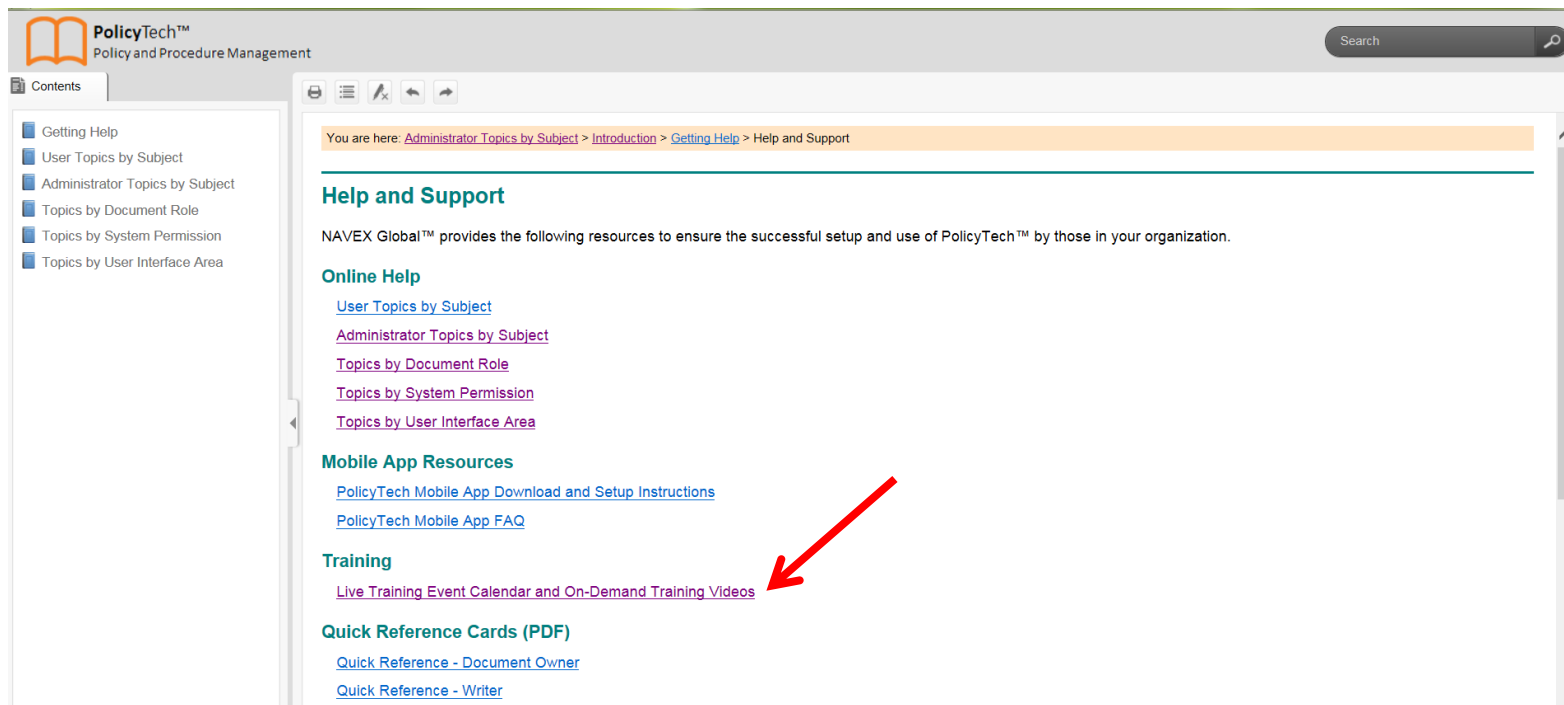


# How To Access PolicyTech On-Demand Training Videos

1. Log in to PolicyTech and then select the Help button in the top right corner



2. Select "Live Training Event Calendar and On-Demand Training videos"



## How To Access PolicyTech On-Demand Training Videos

### 3. Select “On-Demand PolicyTech”

The screenshot displays the NAVEX Global Product Training Catalog. At the top, the NAVEX GLOBAL logo is on the left, and a TimeZone (America/Denver) dropdown is on the right. The main heading is "NAVEX Global Product Training Catalog". Below this, a paragraph states: "OnDemand training is located in the top half of the page. Immediate access to the training is available after registering." Another paragraph follows: "Live training offerings are listed in the lower half of this page. Scroll down to see a list of all NAVEX Global product training and register for the training that works best for you." A large green banner with the text "OnDemand Training" is prominent. Below the banner, there is a navigation bar with a "Back To Events" link and a filter "Showing events tagged under: PolicyTech". To the right of the filter are "List View" and "Date View" options. The main content area shows "No Upcoming Events with Tag : PolicyTech". On the right side, there is a "Popular Tags" box containing a list of links: "OnDemand EthicsPoint", "OnDemand EthicsPoint with Gateway", "OnDemand IntegriLink", "OnDemand NAVEX Global LMS", and "OnDemand PolicyTech". A red arrow points to the "OnDemand PolicyTech" link. At the bottom left, it says "Page 1".

4. This opens the catalog of all On-Demand trainings.
5. Select the training you would like and click the “Register” button
6. You will be prompted to provide your email address and contact info – this is verifying that you are a user in the system
7. Then the course will open and begin

### Recommended Trainings:

**PolicyTech Category Training – On-Demand**  
**PolicyTech DCA Preferences Training – On-Demand**  
**PolicyTech Document Creation Training On-Demand**  
**PolicyTech General Reader Training – On-Demand**